

Appendix A: Regional Office Contact Information

Region	Address	Staff	Phone
I CT, MA, ME, NH, RI, VT	John F. Kennedy Bldg., Room 2075 Boston, MA 02203 Phone: (617) 565-1158 Fax: (617) 565-4511	Otte, Kathleen-BB-347-443-0182 Throwe, Jennifer (NY, NJ, MA) Swartz, Rhonda (ME, RI, CT, & T6)	(617) 565-1167 (617) 565-1158 (617) 565-1165
II NY, NJ, PR, VI	26 Federal Plaza, Room 38-102 New York, NY 10278 Phone: (212) 264-2976 or 2977 Fax: (212) 264-0114	Otte, Kathleen-BB-347-443-0182 Francis, Damian (Fiscal Specialist) Klitsberg, Barry (<i>SMP, SHIP, MIPPA</i> : CT, ME, NH, RI, VT, NJ, NY) Sanchez, Carmen (NH, PR, USVI, VT)	(212) 264-5767 (212) 264-4343 (212) 264-4590 (212) 264-3638
III & IV DC, DE, MD, PA, VA, WV AL, FL, GA, KY, MS, NC, SC, TN	61 Forsyth Street, SW, #5M69 Atlanta, GA 30303 Phone: (404) 562-7600 Fax: (404) 562-7598	Miskis, Costas-BB-404-561-4462 Green, Leslie (PA, GA, KY, MS, & T6) McCoy, Barbara (<i>SMP, SHIP, MIPPA</i> : GA, KY, MS, FL, AL, NC, SC) Robinson-Wright, Joyce (DC, DE, SC, TN, WV) Smith, Dorothy (Fiscal Specialist) Taylor, Ron (FL, MD, NC, AL, VA)	(404) 562-7591 (215) 861-4719 (404) 562-7450 (404) 562-7594 (404) 562-7595 (404) 562-7530
V & VII IL, IN, MI, MN, OH, WI IA, KS, MO, NE	233 N. Michigan Ave., Suite 790 Chicago, IL 60601-5519 Phone: (312) 938-9855 Fax: (312) 886-8533	Varness, Jim-BB-202-746-0569 Demsch, Bob Kelsey, Alice (Fiscal Specialist) Long, Isaac (<i>SMP, SHIP, MIPPA</i> : IA, KS, NE, OH, MN, WI) Vaughn, Lacey (MI, WI, T6 for 5 & 7) Votava, Kathleen (MN, MO, NE, OH) Wiatr, Amy (KS, IL, IN, IA)	(312) 938-9857 (312) 938-9861 (312) 938-9860 (312) 938-9818 (312)-938-9856 (312) 938-9859 (312) 938-9858
VI AR, LA, OK, NM, TX	1301 Young Street, Room 736 Dallas, TX 75202 Phone: (214) 767-2971 Fax: (214) 767-2951	Devine, Percy-BB-303-579-2598 Boldoe, Robin (Fiscal Specialist) Lee, Derek (AR, LA, TX) McClendon, Larry (Title 6)	(214) 767-4466 (214) 767-1851 (214) 767-1865 (214) 767-1841
VIII CO, MT, ND, SD, UT, WY	1961 Stout St, Room 08-148 Denver, Colorado 80294 Phone: (303) 844-2951 Fax: (303) 844-2943	Devine, Percy-303-579-2598 Hoskins, Courtney (CO, NM, WY, T6) Raymond, Susan (MT, OK, UT, ND T6) Rogers, Michelle (ND, SD, SD T6)	(303) 844-7815 (303) 844-7819 (303) 844-7818 (303) 844-7816
IX AS, AZ, CA, CNMI, GU, HI, NV	90 7 th Street Suite T8-100 San Francisco, CA 94103 Phone: (415) 437-8780 Fax: (415) 437-8782	Ishida, David-BB-415-531-4459 Cwirko-Godycki, Anna (<i>SMP, SHIP, MIPPA</i> : AZ, CA, HI, Guam, AK, ID) Dudley, Dennis (AZ, CNMI, Guam, NV, T6) Lam, Darrick (American Samoa, CA, HI, T6) Yee, Fong (Fiscal Specialist)	(415) 437-8790 (415) 437-8788 (415) 437-8789 (415) 437-7872 (415) 437-8784
X AK, ID, OR, WA	701 Fifth Avenue, M/S RX-33 Suite 1600 Seattle, WA 98104 Phone: See Individual Phones Fax: (206) 615-2305	Ishida, David-BB-415-531-4459 Zylstra, Shelly (AK, ID, OR, WA T6)	(206) 615-2289 (206) 615-2299

Appendix B: Title VI Service Units

Unduplicated means that each person who eats a congregate meal or many congregate meals, a home delivered meal or many home delivered meals, or receives a supportive service or more than one supportive service gets counted **only one time** each year in each of the three categories, regardless of how many services they receive during the year.

Units of Services: Parts A and B

Parts A and B	Unit of Service
Congregate Meal	1 Meal
Home-Delivered Meal	1 Meal
Nutrition Education	1 Hour
Nutrition Counseling	1 Hour
Information/Referral*	1 Contact
Transportation	1 One Way Trip
Legal Services	1 Contact
Homemaker Services	1 Hour
Personal Care/Home Health Aid Service	1 Hour
Chore Service	1 Hour
Visiting	1 Contact
Telephoning	1 Contact
Family Support (counseling, family meetings)	1 Contact
Ombudsman	1 Contact
Health Promotion and Wellness	1 Hour (per person for group activity)
Others: <ul style="list-style-type: none"> ▪ Assessment ▪ Escort Service ▪ Public Information ▪ Interpreting/Translating 	1 Contact 1 Contact 1 Hour of Preparation 1 Contact
Outreach	1 Contact
Case Management	1 Hour

Units of Services: Part C

Part C	Unit of Service
Information*	1 Contact
Assistance	1 Contact
Counseling	1 Hour
Support Group	1 Hour (per person in attendance)
Caregiving Training	1 Hour
Lending Closet	1 Item
Respite	1 Hour

*If reporting on a mass media activity paid with Title VI funds such as a radio/TV public service announcement, mass mailing of newsletters, or one newspaper article, each of these activities would only be counted as ONE unit of activity.